

## Welfare Department

Every City and Town in the state of New Hampshire is bound by the tenets of RSA 165 to provide assistance to those who are poor and unable to support themselves. This is done through general assistance, otherwise known as city welfare. Each town/city is charged with having guidelines and keeping them updated in a way that will reflect the actual cost of basic needs. They are also charged with acting in a responsible way with tax payers' money. The way the city of Berlin balances this is to clearly define what are considered to be basic needs, the expectation of proof and compliance with guidelines by the applicant and income and assets.

The welfare department uses a simple formula that subtracts basic needs from income and assets. Basic needs are considered to be rent, electricity, personal/household need (cleaning supplies), clothing, medication, heat (if not included), etc. The City does not consider things such as cable, internet, car payments, credit cards and cell phones to be basic needs. We have individuals prove what their expenses are, what their income is and what their assets are. If there is income and assets we direct them on what they need to pay themselves and what, if any, we would assist with. In Fiscal year 2012 eighty families were assisted with \$47,240. Assistance is issued through vouchers that are paid directly to the vendor; no monies pass through the recipients. There were more than 2,000 office contacts during Fiscal Year 2012.

The types and amounts of assistance issued are as follows:

Type of Assistance	Vouchers Issued	Total Issued
Clothing	3	\$ 62.50
Groceries (food, diapers, Personal household need)	309	\$2,540.30
Electricity	145	\$4,174.38
Board & Care	17	\$1,661.55
Fuel (oil)	8	\$2,343.46
Cremation/bus tickets/water	11	\$6,110.00
Medical	20	\$3,641.90
Rent	213	\$26,704.32
Total	726 vouchers	\$47,238.41

Of the \$26,704.32 issued for rent assistance \$2,960.92 went back into the city coffers in the form of payments to back taxes owed by landlords. This is allowed by state law for any payment in the line of back taxes, water or sewer. Those who are physically/mentally capable of working are required to do a weekly job search where they provide proof they applied to four jobs a week. They are also assigned to work on the work program to "repay" the city for their assistance. Out of the 80 families assisted 37 worked on the work program, 43 did not work on the work program. A total of 2218.28 hours were worked on the work program during the fiscal year. At a reimbursement rate based of \$7.25 an hour for every hour worked the city was reimbursed \$16,082.53 from the work program. A total of four hours were worked at the Farmer's Market, 7 hours at the Postal Worker's Food Drive, 138.1 at Heritage Park, 35 hours at the Holiday Center, 10.33 hours at Main Street Program, 184.19 for Parks and Recreation, 1,677.65 at Salvation Army, 87.36 at the United Way, 74.65 hours at the City Welfare Office.

Of those who were assisted 43 were not employed, 30 were either on disability or pending disability, 7 were under employed.

Of the 52 who were unemployed or under employed 5 received TANF (Temporary Assistance for Needy Families) at the same time. 26 of the 80 families assisted consisted of single men, 24 consisted of single women and 30 of families of more than 1 person.

Visit us at:

[www.berlinnh.gov/Pages/BerlinNH Welfare](http://www.berlinnh.gov/Pages/BerlinNH_Welfare)

Respectfully Submitted,  
Angela Martin-Giroux, Administrator

A few Community Resources:

Tri-County CAP Fuel Assistance 752-3248  
(also where to apply for Neighbor Helping Neighbor and Electric Discount program)

Salvation Army Food Pantry Tuesday and Thursday 9-2, can be used once every 90 days, Cole Street

Salvation Army Friendly Kitchen Monday 4:30-5:30p.m. Cole Street

Harvest Christian Fellowship Food Pantry Monday-Friday 9-3, Willow St, can be used once a month

Harvest Christian Fellowship Soup Kitchen Dinner Wednesdays 5-6p.m.

Community Bible Church Free Meal Thursdays 5p.m., Sullivan St.

Common Grounds Café (Assembly of God Church Berlin-Gorham Road) Free Community Dinner Friday 7-9p.m.

Ecumenical Food Pantry Tuesday and Friday 2:00-4:00 behind St. Vincent De Paul Society on Grafton St., can be used once a month

WIC and Commodity Foods 1-800-578-2050

NH Department of Health and Human Services (Food Stamps, Medicaid, TANF, APTD) 752-7800

As of February 7, 2012 (Subject to Revision)			
2012 BUDGET SCHEDULE			
For The FY 2012/2013 Budget			
MONDAY MARCH 5	CITY MANAGER PRESENTS BUDGET TO COUNCIL		
MONDAY MARCH 12	BOARD OF EDUCATION		6:30 PM
WEDNESDAY MARCH 14	ADMINISTRATION/GENERAL GOV'T/DEBT		6:30 PM
	AIRPORT		
	BIDPA		
	OUTSIDE AGENCIES 412		
WEDNESDAY MARCH 21	SAFETY DIVISION:		6:30 PM
	POLICE 420		
	AMBULANCE 423		
MONDAY MARCH 26	FIRE 421,424		6:30 PM
	HOUSING 425		
WEDNESDAY MARCH 28	PUBLIC WORKS DIVISION:		6:30 PM
	STREET LIGHTING 422	SOLID WASTE 436	
	PUBLIC WORKS 430	SEWER USER 432	
	ENGINEERING 431		
WEDNESDAY/APRIL 4	COMMUNITY SERVICES DIVISION		6:30 PM
	HEALTH 440	WELFARE 441	
	LIBRARY 451	RECREATION 450	
MONDAY APRIL 9	COUNCIL WORKS ON PROPOSED BUDGET		6:30 PM
	<i>School Dept Pink Slips April 15, 2012</i>		
MONDAY MAY 7	COUNCIL DECISION FOR PUBLISHING THE BUDGET		
WEDNESDAY MAY 9	NOTICE OF PUBLIC HEARING AND PROPOSED BUDGET IS ADVERTISED. <i>At least 7 days (one week) before the public hearing; 3/16 last possible</i>		
WEDNESDAY MAY 23	PUBLIC HEARING ON PROPOSED BUDGET		6:30 PM
MONDAY JUNE 4	THE FIRST READING OF THE RESOLUTION FOR THE PROPOSED BUDGET.		
MONDAY, JUNE 18	THE BUDGET RESOLUTION IS ADOPTED		
--ALL COMMITTEE MEETINGS WILL BE HELD AT CITY HALL--			
ACTION MUST TAKE PLACE NO LATER THAN MIDNIGHT, JUNE 20, 2012 (10 days before the beginning of the fiscal year) TO ACCEPT BUDGET. OTHERWISE, THE PUBLISHED PUBLIC HEARING BUDGET BECOMES THE APPROVED BUDGET PER THE CITY CHARTER.			